HOPE EMPOWERMENT FOUNDATION GH LBG

(HEF-GH)

COMPREHENSIVE INSTITUTIONAL HISTORY & ENCYCLOPEDIA

2026 Edition — From Founding to the Present Day

> ***"Empowering Communities, Nurturing Hope, Inspiring Futures, Transforming Lives"***
> *— Official Motto, Hope Empowerment Foundation GH LBG (HEF-GH)*

Republic of Ghana · Established & Registered 2025 · Constitution Adopted 5th March 2026 · Accra, Ghana
ORC: CG074131025 · TIN: C0066381088 · UN Portal: 8/8 · EU PIC: 866934106 · USA UEI: WCRHHAAKUL74

EDITOR'S PREFACE

This Comprehensive Institutional History and Encyclopedia of Hope Empowerment Foundation GH LBG (HEF-GH) is prepared as a permanent, authoritative reference document — a living institutional record intended to serve researchers, journalists, donors, government agencies, partner organisations, and all individuals seeking complete, accurate, and comprehensive knowledge about this organisation.

From its founding vision in the mind of its founder, Rev. Francis Kofi Takyi Adams, through its formal registration in 2025, constitutional adoption in March 2026, and the verified community impact achievements of its earliest operations — this document traces every dimension of HEF-GH's story with the rigour of scholarship and the authenticity of institutional self-knowledge.

This document is organised as an encyclopedia — meaning it is designed to be comprehensive, readable cover-to-cover, and simultaneously useful as a reference work where any section can be consulted independently. It covers founding history, leadership biographies, programme documentation, legal and compliance records, partnership history, financial accountability, governance architecture, strategic alignment, and future vision.

> *This is a living document. It is updated annually to reflect new milestones, programmes, partnerships, and institutional developments. The current edition covers HEF-GH history from founding through to June 2026.*

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CHAPTER I

Founding Vision

The Story Behind Hope Empowerment Foundation GH LBG

Every great institution begins with a single moment of conviction — a moment when one person looks at the suffering of the world around them and decides that things do not have to be this way. For Hope Empowerment Foundation GH LBG, that moment came in the mind and heart of its founder, Rev. Francis Kofi Takyi Adams, whose more than twenty-five years of community service had given him an intimate, unvarnished understanding of the cycles of poverty, marginalisation, and hopelessness that grip communities across Ghana.

Rev. Adams had spent decades working in youth development, faith-based community service, and non-profit leadership — including as Director of Operations for IYF Ghana and through extensive cross-border collaboration in West Africa and South Korea. He had seen, with his own eyes, the difference that targeted, dignity-affirming intervention could make in the life of an individual, a family, and a community. He had also seen the limitations of charity without empowerment — relief without transformation — and he was convinced that the world needed a different model.

The Problem He Saw

Ghana, despite remarkable economic growth and regional leadership, continues to face deep structural inequalities. Youth unemployment, particularly among school leavers and those without formal qualifications, remains stubbornly high. Women and girls face persistent economic exclusion, educational disadvantage, and social marginalisation. Orphaned and vulnerable children — those living in residential care facilities, those without family support systems — represent a category of profound need that existing welfare systems frequently fail to adequately address. Rural and peri-urban communities, including those within GA North Municipality where HEF-GH would eventually be based, often exist in the shadow of the urban economy — close to opportunity but structurally excluded from it.

But the deepest problem Rev. Adams had identified was not material. It was cognitive. It was a crisis of mindset — the internalisation of limitation, the absence of self-belief, the erosion of personal agency among the young, the poor, and the marginalised. He had seen again and again that material interventions — food parcels, school supplies, vocational tools — achieved only temporary relief when not accompanied by the deeper work of mindset transformation. A person who does not believe they can succeed will not invest in skills that require sustained effort. A community that has internalised its own marginalisation will not organise collectively for change.

The Conviction That Became a Foundation

It was this insight — refined over twenty-five years of field experience and deepened by his certification and licensing as a Mindset and Character Empowerment Education Specialist through the International Mindset Education Institute (IMEI) in 2017–2018 — that became the cornerstone of HEF-GH's philosophy. Rev. Adams did not simply want to start another NGO. He wanted to build an institution — a properly governed, internationally credible, permanently enduring organisation — that would address both the inner and outer dimensions of poverty simultaneously.

The name he chose — Hope and Empowerment Foundation — captures this dual commitment precisely. "Hope" speaks to the inner dimension: the restoration of self-belief, dignity, and vision in those who have been ground down by circumstance. "Empowerment" speaks to the outer dimension: the acquisition of skills, resources, networks, and economic agency. Together, they describe a transformation that is both personal and structural — both individual and communal.

> *"We are not here to give people fish. We are not even here only to teach people to fish. We are here to transform the mindset that makes a person believe they can never own a fishing boat."*
> *— Rev. Francis Kofi Takyi Adams, Founder & Executive Director, HEF-GH*

The decision to incorporate as a Company Limited by Guarantee — a legal structure that formally commits the organisation to non-profit purpose and protects it from individual ownership claims — was deliberate and principled. Rev. Adams understood that sustainable institutional impact requires institutional permanence, and institutional permanence requires proper governance. From the very beginning, HEF-GH was designed not as a personal project but as a public institution — one that would outlast its founder, grow beyond its founding geography, and serve communities for generations.

CHAPTER II

The Founder

Rev. Francis Kofi Takyi Adams — A Biography

The Reverend Francis Kofi Takyi Adams was born on the 31st of August, 1979, in Ghana. His life trajectory — from grassroots community service to international NGO leadership — reflects a consistent, unwavering commitment to the transformation of vulnerable lives through practical empowerment and spiritual grounding.

Early Life & Formation

Rev. Adams grew up in Ghana during a period of significant social and economic transition — a formative context that sharpened his awareness of inequality, vulnerability, and the precariousness of dignified living for millions of Ghanaians. From an early age, he was drawn to community service and faith-based leadership — twin vocations that would define the entire arc of his professional life.

Professional Career

Rev. Adams's professional career in community development and non-profit leadership spans more than twenty-five years. His work has taken him across West Africa — including Togo, Benin, Nigeria, and Ivory Coast — and internationally to South Korea, where he engaged in sustained collaboration with global youth development organisations. Key highlights of his professional journey include:

- Director of Operations, IYF Ghana (International Youth Fellowship) — where he led community development, youth programme coordination, and institutional management at national scale
- Certified and Licensed Mindset and Character Empowerment Education Specialist, International Mindset Education Institute (IMEI) — Licensed 2017–2018, with expertise in cognitive transformation for personal and community development
- Minister of the Gospel — serving communities through faith-based counselling, moral leadership development, and values-driven community cohesion programming
- International programme coordination across West Africa and South Korea — building cross-cultural competencies and global development perspectives
- Founding Executive Director and CEO, Hope Empowerment Foundation GH LBG — established 2025, constitutionally adopted 5th March 2026

Personal Details

Full Name	Rev. Francis Kofi Takyi Adams
Date of Birth	31st August 1979
Nationality	Ghanaian
Role at HEF-GH	Founder / Executive Director / CEO

Specialisation	Mindset & Character Empowerment Education Specialist (IMEI Licensed)
Professional Email	ED@hopeempowermentfoundationgh.org
Phone	+ 233 547 897 478 | +233 264 789 747
Personal Email	fktadams@gmail.com

Philosophy & Leadership Style

Rev. Adams is widely known within the communities he has served for a leadership style that combines deep personal empathy with rigorous institutional discipline. He brings to HEF-GH a conviction, rooted in both professional training and lived experience, that lasting community transformation requires the integration of three dimensions: the inner (mindset and character), the outer (skills and economic capacity), and the social (governance, community, and partnership). His "Mindset First" model — the theoretical and practical cornerstone of HEF-GH — directly embodies this integrated philosophy.

His ministerial background gives him a pastoral approach to beneficiary engagement — one that is never transactional, always relational, and consistently attentive to the dignity and self-determination of those he serves. His professional NGO experience ensures that this pastoral sensitivity is matched with operational rigour, accountability systems, and institutional durability.

CHAPTER III

Legal Formation & Registration

Building the Institution — Every Registration, Licence & Credential

The establishment of Hope Empowerment Foundation GH LBG as a formally registered, legally compliant, and internationally credentialed institution was a deliberate, multi-stage process undertaken between 2024 and 2026. This chapter documents every legal step, registration, licence, and accreditation obtained — providing a complete legal formation history.

Incorporation as a Company Limited by Guarantee

HEF-GH was incorporated as a Company Limited by Guarantee (LBG) under the Companies Act, 2019 (Act 992) of the Republic of Ghana. This legal form was deliberately chosen because it:

- Formally commits the organisation to non-profit, public-benefit purpose as a matter of law
- Prevents the distribution of profits or assets to members or directors
- Provides a durable, institutionally permanent corporate structure
- Is the recognised legal form for credible NGOs under Ghanaian law
- Is accepted by all major international donor bodies (UN, EU, USAID, NATO) as a qualifying legal form for grant eligibility

The Office of the Registrar of Companies (ORC) assigned HEF-GH Registration Number CG074131025 — the organisation's primary legal identifier in the Republic of Ghana.

Complete Legal & Compliance Credentials — National

Credential	Registration Detail
ORC Registration No.	CG074131025 — Companies Act, 2019 (Act 992)
Tax Identification No. (TIN)	C0066381088 — Ghana Revenue Authority (GRA)
NPOS Licence	NPOS/GR01/LN03083/25 — Non-Profit Organisations Secretariat
NYA Registration	GAR14922 — National Youth Authority of Ghana
GRA Charitable Status	Approved — Section 97(1), Income Tax Act 2015 (Act 896) — Valid to 31 December 2026
GNMA Certificate	Serial No: GN8DP0FA0FA02836030 — 22nd December 2025
GNMA Letter of Partnership	Dept. of Social Welfare — 20th January 2026
Ghana TVET Service Affiliation	GTVETS/AD/AFF26/036 — 10th April 2026
GES Endorsement Letter	Ref: GES/GNM/I.L./26/2 — 6th January 2026
MoGCSP Partnership Letter	MOGCSP/HE5/8/01/V11 — 14th May 2026
Zenith Bank Ghana — GHS A/C	9061812356 — Sort: 120111 — SWIFT: ZEBLGHAC
Zenith Bank Ghana — USD A/C	6041810622 — SWIFT: ZEBLGHAC

Credential	Registration Detail
Mobile Money (MoMo)	0540382890 — Donation receipt channel
Paystack Online Donations	paystack.com/pay/hef-gh-support

Complete Legal & Compliance Credentials — International

International Body	Registration / ID
UN Partner Portal	VETTED — 8/8 Maximum Capacity Rating
UN UNGM Vendor ID	1187978
EU Participant PIC ID	866934106
EU Expert ID	EX2026D1359756
ERASMUS+ OID	E10427212
USA UEI (SAM.gov)	WCRHHAAKUL74
NATO NCAGE Code	STEQ4
TechSoup Ghana	Verified Partner
Benevity Cause Portal	5488956825719_bd27

CHAPTER IV

Constitutional Framework & Governance Architecture

The Legal Foundation of HEF-GH's Operations

On the 5th of March 2026, at the Franco Estates offices of HEF-GH in GA North Municipality, Accra, all six founding Board members formally gathered to adopt the HEF-GH Constitution — a comprehensive, 17-article governing document that establishes the legal and ethical framework for every dimension of the organisation's operations.

Constitutional Summary — 17 Articles

Art.	Title	Summary
I	Name & Legal Status	Establishes the full legal name: Hope Empowerment Foundation GH LBG. Confirms Company Limited by Guarantee status.
II	Registered Address	Franco Estates, GA North Municipality, Accra. P.O. Box AT 1926, Achimota, Accra.
III	Mission, Vision & Objectives	Official Vision, Mission, core objectives, and H.E.A.R.T values framework.
IV	Membership & Governance	Board of Directors composition, term limits, election procedures.
V	Powers of the Board	Defines the full scope of Board authority and decision-making powers.
VI	Executive Director Role	Defines the role, authority, and accountability of the Executive Director/CEO.
VII	Financial Management	Dual-signatory mandate, audit requirements, financial reporting obligations.
VIII	Property & Assets	Ownership, custody, use, and disposal of organisational assets.
IX	Meetings	AGM requirements, quorum, voting procedures, extraordinary meetings.
X	Committees	Standing committees, terms of reference, reporting obligations.
XI	Conflict of Interest	Mandatory declaration and recusal procedures for all members.
XII	Accountability & Transparency	Public accountability, audit, and external reporting obligations.
XIII	Staff & Volunteers	Employment framework, volunteer engagement, code of conduct.
XIV	Programmes & Projects	Programme governance, approval process, safeguarding requirements.

Art.	Title	Summary
XV	Partnerships & MOUs	Framework for formal partnership agreements and MOU development.
XVI	Amendments	Amendment procedure requiring Board resolution and specified threshold.
XVII	Dissolution	Winding-up procedure, asset distribution to similar charitable organisation.

CHAPTER V

Board of Directors

Profiles, Responsibilities & Governance

HEF-GH's Board of Directors was constitutionally adopted on the 5th of March 2026. Comprising six founding members representing diverse professional backgrounds across law, academia, finance, marketing, and community development, the Board provides the strategic oversight, fiduciary responsibility, and institutional accountability that enables HEF-GH to operate with integrity and credibility.

1. Rev. Francis Kofi Takyi Adams — Founder / Executive Director / CEO

The founding Executive Director and Chief Executive Officer. His full biography appears in Chapter II. As both a Board member and the operational head of the organisation, Rev. Adams bridges governance and management — carrying dual accountability to the Board as the organisation's chief executive and to the communities served as the founding visionary. His vote on Board matters is subject to the constitution's conflict of interest provisions.

2. Prof. James Isaac Kwateng-Yeboah — Director

A distinguished academic and professional with expertise spanning Ghana and Canada. Prof. Kwateng-Yeboah brings international academic rigour and research depth to the Board — contributing perspectives on evidence-based practice, institutional governance, and international development that strengthen HEF-GH's credibility as a globally-oriented organisation. His cross-cultural experience across Ghana and Canada provides HEF-GH with valuable connectivity to diaspora networks and international academic communities. Passport reference: G3628191.

3. Cecilia Bona Kwarteng — Secretary

A trained legal professional holding a Bachelor of Laws (LLB) from Mount Crest University and a Bachelor of Arts in Sociology from the University of Ghana. As Board Secretary, Ms Kwarteng is responsible for the accurate recording of Board minutes, the custody of constitutional and governance documents, the management of formal correspondence, and ensuring all constitutional procedures are correctly observed. Her dual training in law and sociology brings both legal precision and social sensitivity to her governance role.

4. Esther Tetteh — Treasurer & Zenith Bank Co-Signatory

The designated financial steward of the Board, Ms Tetteh holds an International Diploma in Montessori education and is a certified CPR practitioner with specialist expertise in child development. As Treasurer, she is jointly responsible (with the Executive Director) for all Zenith Bank transactions under the dual-signatory mandate — meaning no financial transaction can be executed without her co-authorisation. She reviews all monthly financial reports, oversees the annual audit process on behalf of the Board, and presents financial summaries at quarterly Board meetings.

5. Georgina Atswi Klufio — Public Relations Officer

The Board's designated communications and public relations representative. Ms Klufio brings expertise in communications management, stakeholder relations, and public engagement — ensuring that HEF-GH's public narrative, media presence, and stakeholder communications are consistent, professional, and aligned with the organisation's values and strategic direction. She plays a critical role in managing HEF-GH's external reputation and supporting the organisation's partnership development and donor engagement activities.

6. Edith Dzifa Klutse — Director

A marketing professional holding a Bachelor of Science (Honours) in Marketing from the University of Professional Studies (UPS). Ms Klutse brings strategic marketing expertise to the Board — contributing insights on brand development, audience engagement, digital communications, and resource mobilisation that support HEF-GH's growth strategy. Her marketing background is particularly valuable as HEF-GH develops its fundraising, donor engagement, and public visibility operations.

> *All six Board members formally signed the HEF-GH Constitution on 5th March 2026 at Franco Estates, GA North Municipality, Accra, Ghana. The dual-signatory banking mandate is maintained without exception on all Zenith Bank transactions.*

CHAPTER VI

Management Team & Volunteer Staff

The People Who Drive HEF-GH Operations

As of mid-2026, HEF-GH operates with a dedicated team of ten volunteer staff members, augmented by the skills and networks of its Board. The organisation is actively building towards a professional paid staff structure, with the appointment of a Finance Manager, Programmes Manager, and M&E Officer planned as first-phase hires in 2027. The management team currently comprises:

Mrs Evelyn Robinson — Financial Analyst / Manager

Mrs Evelyn Robinson brings extensive expertise in corporate finance, financial planning and analysis (FP&A), and investment evaluations — professional experience gained at organisations including Newmont Corporation and through postgraduate study at the University of Exeter. As HEF-GH's Financial Analyst and Manager, she oversees all financial operations, supervises the Accountant, prepares monthly financial reports and budget variance analyses, manages donor financial reporting, and coordinates the annual external audit process. Her professional pedigree brings institutional financial credibility to HEF-GH's accountability framework.

Mr Stephen Siaw Amanor — Accountant

Mr Amanor serves as HEF-GH's dedicated Accountant — responsible for the day-to-day recording of all financial transactions in the accounting system, processing of approved payments, monthly bank account reconciliations, maintenance of the petty cash fund, filing of all financial documents, and preparation of payment vouchers. He works under the supervision of the Financial Manager and in direct support of the dual-signatory governance framework.

Mr Kwame Adjei — Programmes Coordinator, Northern Sector

Mr Adjei coordinates HEF-GH's programme activities and community outreach operations in the Northern Sector of Ghana — a strategic territory identified for HEF-GH's national expansion. His responsibilities include field programme management, community engagement, partner liaison, and the coordination of field-based monitoring and evaluation activities. His role reflects HEF-GH's strategic ambition to extend its community reach beyond Greater Accra to northern Ghana.

> *HEF-GH currently operates with 10 dedicated volunteer staff. All personnel sign the HEF-GH Code of Conduct before engagement. The organisation's HR & Volunteer Management Policy (Policy 10) governs all staff and volunteer relationships.*

CHAPTER VII

The "Mindset First" Model

HEF-GH's Unique Theory of Change

At the heart of everything HEF-GH does is a distinctive, proprietary approach to community development that its founder calls the "Mindset First" Intervention Model. This model is not merely a programme methodology — it is a fundamental philosophical position about the nature of poverty, the causes of marginalisation, and the conditions required for lasting transformation.

The Core Hypothesis

The "Mindset First" model is built on the following hypothesis: that sustainable poverty alleviation cannot be achieved by addressing material needs alone. Material provision — food, tools, scholarships, training — creates temporary improvement. But unless the internal world of the beneficiary — their beliefs about themselves, their sense of agency, their vision of what is possible — is simultaneously transformed, material improvements will not endure.

This hypothesis is supported by decades of development research and by Rev. Adams's own field experience. Skills training programmes that do not address self-belief produce graduates who never use their skills. Educational interventions that do not challenge internalised inferiority produce students who do not believe their education is for them. Livelihood support that does not cultivate entrepreneurial mindset produces recipients who remain dependent rather than becoming self-sustaining.

The Three Dimensions of the Model

Dimension	Description
1. Inner (Mindset & Character)	Structured mindset and character reformation education — challenging limiting beliefs, building self-efficacy, cultivating ethical values, and developing personal vision and purpose. This is the "foundation" dimension without which all other interventions risk failure.
2. Outer (Skills & Economic Capacity)	Practical vocational training, livelihood toolkit provision, entrepreneurship development, educational support, and economic empowerment — providing the tangible capabilities that enable dignified, self-sustaining livelihoods.
3. Social (Community & Partnership)	Community cohesion building, psychosocial support, child welfare, gender equality, faith-based empowerment, and the cultivation of social networks that provide ongoing support, accountability, and opportunity for individual beneficiaries.

Why "Mindset First"?

The model is called "Mindset First" because it deliberately sequences the intervention: the cognitive and character work comes before — and remains concurrent with — the skills and material work. A student who has undergone mindset reformation will engage more deeply with vocational training. A woman who has developed self-efficacy will use an economic empowerment grant more boldly. A young person who has developed a sense of personal purpose will be more likely to complete an educational programme. The inner work enables the outer work.

HEF-GH's flagship programme — the "Future Ready Leader" mindset capacity building project — is the most direct embodiment of this model. Delivered to students in public basic schools across GA North Municipality with GES endorsement, it provides structured mindset and character sessions that have already reached 6,418 students across 30 schools. The vocational academy builds on the same foundation — pairing practical skills with mindset modules to produce graduates who are not just skilled, but self-believing and entrepreneurially oriented.

> *"The "Mindset First" Model: Transformed Mindsets + Practical Skills + Community Support Systems = Self-Reliant, Dignified, Productive Citizens who drive Ghana's development from within." — HEF-GH Theory of Change Statement*

CHAPTER VIII

7 Strategic Pillars

The Complete Programme Architecture of HEF-GH

HEF-GH's work is structured around seven integrated strategic pillars — each addressing a distinct dimension of poverty, marginalisation, or community vulnerability, and each mutually reinforcing the others. No single pillar operates in isolation; every beneficiary is typically served by at least two pillars simultaneously, and the pillars as a whole constitute a comprehensive, holistic approach to community transformation.

Pillar 1: Mindset & Character Reformation

The foundational pillar — and the one most directly embodying the "Mindset First" model. This pillar delivers structured mindset and character capacity building workshops to students, community groups, and institutional partners. The flagship programme, "The Future Ready Leader," operates in public basic schools across GA North Municipality with endorsement from the Ghana Education Service. By 2030, HEF-GH targets 150+ schools and 50,000+ students. The outcomes include: ethical leadership development, growth mindset cultivation, character reformation, and the development of personal vision and purpose.

Pillar 2: Educational Support

Providing holistic academic support to marginalised, orphaned, and vulnerable children — including scholarships, learning materials, examination fee support, mentoring, tutoring, and institutional capacity building for schools. Special focus on girls, children with disabilities, and children transitioning from orphanage/residential care into mainstream education. Target 2030: 2,000+ students directly supported.

Pillar 3: Free Vocational Empowerment Skill Training Academy

HEF-GH's TVET-affiliated free vocational training academy delivers market-relevant practical skills in 7+ trades — including Dressmaking & Fashion Design, Catering & Food Processing, Cosmetology & Beautification, ICT & Digital Literacy, Carpentry, Soap & Detergent Production, and Beads & Crafts. All training is 100% free to beneficiaries. Season 1 (2025–2026) enrolled 20 beneficiaries and graduated 14 with Certificates of Completion. Season 2 launched on 30th May 2026. All graduates receive post-training livelihood toolkit support and entrepreneurship mentoring.

Pillar 4: Youth, Women & Children Empowerment

Targeting the most marginalised demographics — youth, women, girls, and children — with a suite of economic inclusion, education, and advocacy interventions. This pillar encompasses: women's economic empowerment, girl-child education support, VSLA (Village Savings and Loan Association) savings group facilitation, child welfare advocacy, youth entrepreneurship development, and gender equality programming. A minimum of 60% of all HEF-GH programme beneficiaries shall be women and girls.

Pillar 5: Humanitarian Aid & Charity

Rapid-response humanitarian relief — providing food, hygiene items, clothing, educational materials, and psychosocial support to the most vulnerable. The flagship programme under this pillar is the Hope Restoration Orphanage Outreach Project Tour — an annual programme targeting orphaned and vulnerable children across residential care facilities in Ghana. The 2026 edition targets 1,000 children across four Greater Accra orphanages: Potters Village (Dodowa), Village of Hope, Christ Faith Foster Home, and New Life Nungua Children's Home International.

Pillar 6: Healthcare Support & Advocacy

Embedding preventive health support directly into community spaces through: community health education campaigns, free medical screening exercises, health referral systems, preventive health awareness, and advocacy for accessible, affordable healthcare for underserved populations. HEF-GH does not operate health facilities; rather, it builds community health literacy, facilitates access to existing healthcare services, and provides psychosocial health support. Target 2030: 20,000+ individuals reached.

Pillar 7: Faith-Based Empowerment

Harnessing the power of faith communities for sustained social good — delivering values-driven community development through moral leadership training, community cohesion building, responsible citizenship education, and spiritual care for orphaned and vulnerable children. This pillar is explicitly inclusive of all faith traditions and non-discriminatory in delivery. It recognises that for many communities in Ghana, faith institutions represent the most trusted, most accessible, and most deeply embedded social infrastructure — and that partnering with that infrastructure multiplies community development impact.

CHAPTER IX

Programme History

Every Project from Founding to Present

This chapter provides a complete programme-by-programme history of every initiative HEF-GH has implemented from founding to the present day — providing the detailed operational record that researchers, donors, and evaluators require.

Programme 1: "The Future Ready Leader" — Mindset Capacity Building Tour

Programme Name	"The Future Ready Leader" — Mindset & Character Capacity Building Tour
GES Endorsement Ref	GES/GNM/I.L./26/2 — Signed by Mrs Esther Jones Safo, Municipal Director of Education, GA North
GES Endorsement Date	6th January 2026
Target Audience	Students — Public Basic Schools, GA North Municipality, Greater Accra
Schools Reached	30 public basic schools
Students Impacted	6,418 students (Season 1)
Current Status	Season 2 Active — Academic Year 2026
Delivery Mode	Interactive co-curricular workshops — zero disruption to core academic hours
Objectives	Ethical leadership · Growth mindset · Character reformation · Personal vision development
Pillar	Pillar 1: Mindset & Character Reformation
Strategic Target 2030	150+ schools · 50,000+ students

Programme 2: Free Vocational Empowerment Skill Training Academy

TVET Affiliation	Ghana TVET Service — GTVETS/AD/AFF26/036 — 10th April 2026
Season 1 Commencement	2025–2026 Academic Calendar
Season 1 Enrolled	20 beneficiaries
Season 1 Graduates	14 — all with Certificates of Completion
Season 1 Income	GHS 4,917
Season 1 Expenditure	GHS 5,052
Season 2 Launch Date	30th May 2026

Cost to Beneficiaries	100% FREE — fully sponsored by HEF-GH
Trades Offered (Season 2)	Dressmaking · Catering · Cosmetology · ICT · Carpentry · Soap Production · Beads & Crafts
Post-Training Support	Livelihood toolkit · Entrepreneurship mentoring · Certification
Target 2030	500+ graduates · 20+ trades · 10 seasonal cohorts

Programme 3: Hope Restoration Orphanage Outreach Project Tour — 2026

Project Reference	HEF-GH/OUTREACH/GAR/2026/001
Commencement Date	22nd May 2026
End Date	20th July 2026
Total Children Targeted	1,000 orphaned and vulnerable children
Facility 1	Potters Village — Dodowa, Greater Accra
Facility 2	Village of Hope — Greater Accra
Facility 3	Christ Faith Foster Home — Greater Accra
Facility 4	New Life Nungua Children's Home International — Nungua, Greater Accra
Ministry Partnership	Ministry of Gender, Children & Social Protection (MoGCSP) — Ref: MOGCSP/HE5/8/01/V11
Interventions	Humanitarian care packages · Psychosocial empowerment · Mindset sessions · Educational assessments · Vocational pathways for transitioning youth
Pillar	Pillar 5: Humanitarian Aid & Charity + Pillar 4: Children Empowerment

CHAPTER X

2026 Verified Impact & Accountability Record

Documented Results — Season by Season

All impact figures reported by HEF-GH are fully documented, verified, and supported by: attendance registers, photographic evidence, financial accountability reports, government-signed endorsement letters, and programme completion certificates. HEF-GH does not report unverified claims.

Indicator	Target	Achieved/Active	Status
"Future Ready Leader" Schools	25+	30	Exceeded
"Future Ready Leader" Students	6,000+	6,418	Exceeded
GES Endorsement Secured	1	1 — Ref: GES/GNM/I.L./26/2	Met
Vocational Academy Season 1 Enrolled	20	20	Met
Vocational Academy Season 1 Graduated	15+	14	In range
Cost to Beneficiaries (Vocational)	GHS 0 (FREE)	GHS 0	Met
Vocational Academy Season 2 Launch	30 May 2026	30 May 2026	Launched
Orphanage Outreach Tour Commenced	22 May 2026	22 May 2026	Active
Children Targeted — Outreach 2026	1,000	1,000 target set	In progress
MoGCSP Partnership Letter	Obtained	MOGCSP/HE5/8/01/ V11	Met
International Accreditations — UN Portal	8/8 rating	8/8 Vetted	Met
Volunteer Staff	10	10	Met
Season 1 Financial Accountability	Fully documented	Income: GHS 4,917 / Exp: GHS 5,052	Certified

CHAPTER XI

SDG Alignment

7 Pillars & 9 UN Sustainable Development Goals

HEF-GH's programmes are explicitly designed to contribute to nine UN Sustainable Development Goals — reflecting a deliberate commitment to situating local community action within the global development architecture. This alignment is not cosmetic; it is the result of conscious programme design, policy integration, and governance frameworks that are built to deliver measurable SDG outcomes.

SDG	Goal	HEF-GH Contribution
SDG 1	No Poverty	Free vocational training, livelihood toolkits, VSLA savings groups, and entrepreneurship development lift households from poverty
SDG 2	Zero Hunger	Humanitarian food distributions and care packages for 1,000+ orphaned and vulnerable children annually
SDG 3	Good Health & Wellbeing	Psychosocial empowerment, healthcare outreach, community health education, and preventive care
SDG 4	Quality Education	GES-endorsed mindset training in 150+ schools · Scholarships · Educational assessments
SDG 5	Gender Equality	Minimum 60% female beneficiaries · Women's economic inclusion · Girl-child education · GESI policy
SDG 8	Decent Work & Growth	TVET-affiliated training · Livelihood toolkits · Entrepreneurship · YEA & MYDE employment linkages
SDG 9	Industry, Innovation & Infrastructure	Vocational startup toolkit support enabling micro-enterprise and sustainable local economic infrastructure
SDG 10	Reduced Inequalities	100% free programmes · Targeting orphaned, disabled and marginalised populations
SDG 16	Peace, Justice & Institutions	Child protection · Anti-corruption · PSEAH policies · 18-Policy Master Policy Document
SDG 17	Partnerships for Goals	MoGCSP · GES · GNMA · TVET · NYA · YEA · UN · EU · NATO · USA · ERASMUS+ accreditations

CHAPTER XII

Partnership & Endorsement History

Complete Record of All Formal Partnerships

HEF-GH has built a substantial portfolio of formal institutional partnerships and government endorsements in a remarkably short period — reflecting both the quality of its work and the credibility of its governance. This chapter documents every formal partnership and endorsement, with reference numbers and dates where applicable.

Government & Institutional Partners — Republic of Ghana

Partner	Engagement Type	Reference / Date
Ministry of Gender, Children & Social Protection	Partnership Letter — Strategic Meeting Acceptance	MOGCSP/HE5/8/01/V11 — 14 May 2026
Ghana Education Service (GES)	Endorsement Letter — "Future Ready Leader"	GES/GNM/I.L./26/2 — 6 Jan 2026
GA North Municipal Assembly (GNMA)	Certificate of Recognition + Partnership Letter	22 Dec 2025 / 20 Jan 2026
GNMA Dept. of Social Welfare	Letter of Partnership for Community Work	20 Jan 2026
Ghana TVET Service	Certificate of Affiliation — Free Academy	GTVETS/AD/AFF26/036 — 10 Apr 2026
Ghana Revenue Authority (GRA)	Approved Charitable Organisation — Tax Exempt	Valid to 31 Dec 2026 — Act 896
National Youth Authority (NYA)	Registered Member Organisation	GAR14922
Office of Registrar of Companies (ORC)	Incorporated — Company Limited by Guarantee	CG074131025
Ministry of Youth Dev. & Empowerment	Strategic National Partner	Active 2026
Youth Employment Agency (YEA)	Youth & Women Empowerment Collaboration	Active 2026

Corporate & International Partners

Partner	Engagement Type	Reference / Date
Zenith Bank (Ghana) Ltd	Corporate Banking — GHS & USD Accounts	Since Dec 2025 — SWIFT: ZEBLGHAC
KFC Ghana	Corporate Partner — Nutritional & Community Support	Active 2026

Partner	Engagement Type	Reference / Date
Lochan & Co (India)	Memorandum of Collaboration	Signed by Sharad Agarwal — 08/04/2026
Twellium Industrial Company	Corporate Community Support Partner	Active 2026
TechSoup Ghana	Technology & Nonprofit Resources Partner	Verified Partner
Benevity	Corporate Workplace Giving Platform	Account: 5488956825719_bd27

CHAPTER XIII

National & International Compliance Credentials

Complete Accreditation Record

HEF-GH has invested systematically in achieving and maintaining the complete portfolio of national and international compliance accreditations required to operate as a credible, grant-ready, internationally capable NGO. As of mid-2026, HEF-GH holds the following verified credentials:

What the UN 8/8 Rating Means

The UN Partner Portal rating of 8/8 — the maximum possible score — is one of the most significant institutional achievements in HEF-GH's early history. The UN Partner Portal assesses organisations across eight criteria of institutional capacity, governance, financial management, and programme delivery capability. A score of 8/8 means HEF-GH has been assessed as meeting the highest standards across all eight criteria — qualifying it for partnership and funding from any UN agency including UNICEF, UNDP, WFP, UNFPA, and WHO.

Achieving this rating as a relatively new organisation — established in 2025 and formally constituted in March 2026 — is a reflection of the deliberate investment HEF-GH's leadership has made in institutional infrastructure, governance systems, and policy frameworks from the very beginning. It positions HEF-GH to compete for UN funding on equal terms with organisations many years its senior.

CHAPTER XIV

Financial Accountability & Governance

Banking, Audit & Financial Management Systems

Financial accountability is a core value at HEF-GH — not merely a compliance requirement. The organisation's financial governance architecture is designed to satisfy the most rigorous donor scrutiny while maintaining the operational flexibility needed to deliver community programmes effectively.

The Dual-Signatory Mandate

The single most important financial control at HEF-GH is the dual-signatory banking mandate. Every single financial transaction — regardless of amount — requires the physical signatures of both the Executive Director (Rev. Francis Kofi Takyi Adams) and the Treasurer (Esther Tetteh) before it can be executed at Zenith Bank (Ghana) Limited. This control eliminates the possibility of unauthorised transactions by any single individual and provides an absolute audit trail for every financial movement in and out of HEF-GH's accounts.

Zenith Bank Ghana — Official Banking Details

Bank Name	Zenith Bank (Ghana) Limited — Achimota Branch
GHS Current Account	9061812356
USD Forex Account	6041810622
Sort Code	120111
SWIFT Code	ZEBLGHAC
Authorised Signatory 1	Rev. Francis Kofi Takyi Adams — Executive Director
Authorised Signatory 2	Esther Tetteh — Treasurer
Signing Mandate	BOTH signatures required on ALL transactions

External Audit

HEF-GH is committed to annual independent external audit by an ICAG-registered (Institute of Chartered Accountants, Ghana) audit firm. The auditor is appointed by the Board of Directors and may not serve for more than five consecutive years. The audited financial statements are presented at the Annual General Meeting (AGM) in January each year and are available to authorised partners and donors upon request.

CHAPTER XV

18-Policy Master Policy Document

Institutional Governance Framework Summary

HEF-GH operates under a comprehensive, Board-adopted 18-Policy Master Policy Document — the most complete governance framework of any organisation at its stage of institutional development. This document governs every aspect of organisational management, safeguarding, financial accountability, and programme delivery.

#	Sec.	Policy Name	Global Standard Alignment	
01	A	Board Governance & Ethics Policy	OECD Governance Principles / UNDP	
02	A	Conflict of Interest Policy	International governance best practice	
03	A	Whistleblower Protection Policy	Transparency International standards	
04	B	Anti-Fraud, Bribery & Anti-Corruption Policy	UN Convention Against Corruption (UNCAC)	
05	B	Financial Management & Procurement Policy	IFRS / EU / USAID guidelines	
06	B	Asset Management & Disposal Policy	Internal institutional standard	
07	C	Child Protection & Safeguarding Policy	UN CRC / Ghana Children's Act 1998	
08	C	PSEAH Policy	UN mandatory partnership standard	
09	C	Gender Equality & Social Inclusion (GESI) Policy	UN SDG 5 / UN Women Framework	
10	D	Human Resource & Volunteer Management Policy	ILO Labour Standards	
11	D	Occupational Health, Safety & Security Policy	International OHS standards	
12	D	Data Protection, Privacy & Confidentiality Policy	GDPR / Ghana Data Protection Act 2012	
13	E	Communications, Branding & Media Policy	Internal institutional standard	
14	E	MEAL Policy	UN Results-Based Management Framework	
15	E	Environmental & Sustainability Policy	SDG 13/15 / Climate responsibility	
16	F	Partnership & Resource Mobilization Policy	UN SDG 17 / Partnership governance	
17	F	Program Implementation Policy	Cross-cutting all 7 pillars	

#	Sec.	Policy Name	Global Standard Alignment	
18	F	Risk Management Policy	International risk management standard	

CHAPTER XVI

Identity

Name, Logo, Motto, Address & Organisational Identity

Full Legal Name

Hope Empowerment Foundation GH LBG — the "GH" denoting Ghana (the national context), and "LBG" denoting Company Limited by Guarantee (the legal form). The organisation is formally abbreviated as HEF-GH in all institutional communications.

Founding Motto

"Empowering Communities, Nurturing Hope, Inspiring Futures, Transforming Lives" — this four-part motto captures the complete arc of HEF-GH's transformative mission: from the community level (communities), through the inner dimension (hope), to the individual future (futures), and the collective outcome (lives). Each element of the motto is operationalised in HEF-GH's 7 strategic pillars.

Logo & Visual Identity

The HEF-GH logo features the official stamp-style circular design bearing the HEF-GH name and monogram — rendered in the organisation's signature royal blue and white colour palette. The royal blue represents institutional integrity, trustworthiness, and professional excellence. The white represents clarity, transparency, and hope. Gold accents in official documents represent excellence and the aspirational dimension of the HEF-GH mission.

Official Contact & Address Details

Physical Address	Franco Estates, Near Estben Guest House, GA North Municipality, Accra, Ghana
GPS Address	0228-5684
Digital Address	GC-018-6242
Postal Address	P.O. Box AT 1926, Achimota, Accra, Ghana
General Phone	+233 547 897 478
Additional Phones	+233 507 897 478 | +233 548 775 357
General Email	info@hopeempowermentfoundationgh.org
Executive Director Email	ED@hopeempowermentfoundationgh.org
Website	www.hopeempowermentfoundationgh.org
Online Donation	paystack.com/pay/hef-gh-support
Mobile Money	0540382890
Facebook	hopeandempowermentfoundation
YouTube	@HEF-GH

Instagram	@hopeandempowermentfoundation
TikTok	@hefgh6
Twitter/X	@HEFGHLBG
LinkedIn	hope-and-empowerment-foundation-gh

CHAPTER XVII

Vision 2026–2030

Strategic Blueprint & Future Ambitions

HEF-GH's Official Strategic and Programmatic Blueprint for 2026–2030 sets out the organisation's five-year strategic direction across three phases of development. This vision is ambitious, grounded in evidence, and accountable to measurable targets.

Phase 1: Foundation & Consolidation (2026)

- Complete Season 2 Vocational Academy · Scale "Future Ready Leader" to 50+ schools · Formalise MoGCSP MOU as implementing partner
- Complete Orphanage Tour (1,000 children) · Develop MEAL framework · Recruit 3 paid professional staff
- Secure first international donor grant · Launch redesigned website · Implement financial management system

Phase 2: Expansion & Partnership (2027–2028)

- Scale Vocational Academy to 4 cohorts/year · Expand "Future Ready Leader" to 100+ schools · Reach 3,000+ orphaned children across 15+ orphanages
- Establish Northern Sector operational presence · Secure 3 international donor grants · Appoint Finance Manager, Programmes Manager, M&E Officer
- Achieve 5 Ministry MOU partnerships · Board expansion to 9 members including 1 international director

Phase 3: Consolidation & Legacy (2029–2030)

- Scale "Future Ready Leader" to 150+ schools (50,000+ students) · 500+ vocational graduates · 10,000+ children reached
- 2 permanent operational centres established (Accra + Northern Sector) · 10+ international donor partnerships
- Publish comprehensive 5-year impact evaluation · License "Mindset First" curriculum as national model · Contribute to national policy review on youth and child welfare

Key Performance Indicators — 2030 Goals

Indicator	2026 Baseline	2030 Goal
"Future Ready Leader" Schools	30	150+
Students Reached (cumulative)	6,418	50,000+
Vocational Graduates (cumulative)	14	500+
Children Reached — Outreach (annual)	1,000	5,000+
Ministry MOU Partnerships	1 (MoGCSP)	8+
International Donor Grants	0	10+
Paid Staff	0	15+

Indicator	2026 Baseline	2030 Goal
Operational Centres	0	3+

CHAPTER XVIII

Chronological Timeline

Key Dates & Milestones — From Founding to Present

The following timeline provides a comprehensive, date-ordered record of every significant milestone in HEF-GH's institutional history — from the founding vision to the present day.

2024–2025	**Founding Vision & Preparation** Rev. Francis Kofi Takyi Adams, drawing on 25+ years of community development experience, conceptualises and develops the institutional framework for Hope Empowerment Foundation GH LBG. Initial organisational planning, governance design, and legal preparation undertaken.
2025	**Formal Establishment & Registration** HEF-GH is formally established and registered in Ghana. Incorporation as a Company Limited by Guarantee under the Companies Act, 2019 (Act 992) — ORC Registration No. CG074131025 assigned. TIN: C0066381088 obtained. NPOS Licence NPOS/GR01/LN03083/25 secured.
Dec 2025	**GNMA Recognition Obtained** GA North Municipal Assembly issues Certificate of Recognition to HEF-GH — Serial No: GN8DP0FA0FA02836030 — formally recognising HEF-GH as a registered NGO operating in the municipality. Zenith Bank Ghana accounts opened.
6 Jan 2026	**GES Endorsement — "Future Ready Leader" Secured** Ghana Education Service, GA North Municipality, issues official endorsement letter for HEF-GH's "Future Ready Leader" mindset capacity building programme — Ref: GES/GNM/I.L./26/2. Signed by Mrs Esther Jones Safo, Municipal Director of Education.
20 Jan 2026	**GNMA Letter of Partnership** GA North Municipal Assembly's Department of Social Welfare issues formal Letter of Partnership to HEF-GH — formalising the collaborative relationship for social welfare and community development activities.
5 Mar 2026	**Constitutional Adoption — Board Formally Constituted** All six founding Board members formally adopt the HEF-GH Constitution at Franco Estates, GA North Municipality. A 17-Article, comprehensive CLG-standard constitution establishes the complete governance framework. Board of Directors formally constituted.
Apr 2026	**Ghana TVET Service Affiliation** Ghana Technical and Vocational Education and Training Service issues Certificate of Affiliation for HEF-GH's Free Empowerment Vocational Skill Training Academy — Ref: GTVETS/AD/AFF26/036.

8 Apr 2026

Lochan & Co (India) MOU Signed

Hope Empowerment Foundation GH LBG signs a formal Memorandum of Collaboration with Lochan & Co (India), represented by Sharad Agarwal — establishing HEF-GH's first formal international corporate partnership.

14 May 2026

Ministry of Gender, Children & Social Protection Partnership

The Ministry of Gender, Children and Social Protection (MoGCSP), through Chief Director Marian W.A. Kpakpah (PhD), issues official letter (Ref: MOGCSP/HE5/8/01/V11) commending HEF-GH's work and formally scheduling a strategic partnership meeting.

22 May 2026

Hope Restoration Orphanage Outreach Tour Commences

Phase 1 of the Hope Restoration Orphanage Outreach Project Tour launches at The Potter's Village, Dodowa. The 2026 tour targets 1,000 vulnerable children across 4 Greater Accra orphanage facilities — Project Ref: HEF-GH/OUTREACH/GAR/2026/001.

26 May 2026

Strategic Meeting with Ministry of Gender

HEF-GH meets formally with the Ministry of Gender, Children and Social Protection at Ministry offices — deliberating on strategic partnership, MOU development, and implementing partner designation for child welfare and social protection delivery.

30 May 2026

Vocational Academy Season 2 Launched

Season 2 of the Free Empowerment Vocational Skill Training Academy launches with expanded enrolment and additional trades, building on the 14 graduates of Season 1.

CHAPTER XIX

Quick Reference Encyclopedia

All Key Facts in One Place

This final chapter provides a comprehensive quick-reference section — condensing every key fact about HEF-GH into a single, authoritative reference table for researchers, journalists, and partners who need specific information quickly.

Complete Organisational Facts — Master Reference

CATEGORY: IDENTITY	
Full Legal Name	Hope Empowerment Foundation GH LBG (HEF-GH)
Legal Form	Company Limited by Guarantee — Non-Profit, Non-Political NGO
Year Established	2025
Constitution Adopted	5th March 2026 — Franco Estates, GA North Municipality, Accra
Official Motto	"Empowering Communities, Nurturing Hope, Inspiring Futures, Transforming Lives"
CATEGORY: LEADERSHIP	
Founder / Executive Director / CEO	Rev. Francis Kofi Takyi Adams
Board Secretary	Cecilia Bona Kwarteng
Treasurer & Bank Co-Signatory	Esther Tetteh
Director (Int'l)	Prof. James Isaac Kwateng-Yeboah (Ghana/Canada)
PRO	Georgina Atswi Klufio
Director (Marketing)	Edith Dzifa Klutse
CATEGORY: CONTACT	
Physical Address	Franco Estates, Near Estben Guest House, GA North Municipality, Accra, Ghana
Postal Address	P.O. Box AT 1926, Achimota, Accra, Ghana
Phone	+ 233 547 897 478 | +233 507 897 478 | +233 548 775 357
General Email	info@hopeempowermentfoundationgh.org
ED Email	ED@hopeempowermentfoundationgh.org

Website	www.hopeempowermentfoundationgh.org
CATEGORY: NATIONAL CREDENTIALS	
ORC Registration	CG074131025
TIN	C0066381088
NPOS Licence	NPOS/GR01/LN03083/25
NYA Registration	GAR14922
GRA Charitable Status	Approved — Act 896 — Valid to 31 Dec 2026
GNMA Certificate	GN8DP0FA0FA02836030
Ghana TVET Affiliation	GTVETS/AD/AFF26/036
GES Endorsement	GES/GNM/I.L./26/2 — 6 Jan 2026
MoGCSP Partnership	MOGCSP/HE5/8/01/V11 — 14 May 2026
CATEGORY: INTERNATIONAL CREDENTIALS	
UN Partner Portal	VETTED — 8/8 Maximum Capacity Rating
UN UNGM Vendor ID	1187978
EU PIC ID	866934106
EU Expert ID	EX2026D1359756
ERASMUS+ OID	E10427212
USA UEI (SAM.gov)	WCRHHAAKUL74
NATO NCAGE	STEQ4
TechSoup Ghana	Verified Partner
Benevity Cause Portal	5488956825719_bd27
CATEGORY: BANKING	
Zenith Bank GHS Account	9061812356 — Sort: 120111
Zenith Bank USD Account	6041810622
SWIFT Code	ZEBLGHAC
Mobile Money (MoMo)	0540382890
Online Donation	paystack.com/pay/hef-gh-support

CATEGORY: IMPACT (AS AT JUNE 2026)	
Schools Reached	30 public basic schools — GA North Municipality
Students Impacted	6,418 — Future Ready Leader Season 1
Vocational Graduates	14 — Season 1 · Season 2 launched 30 May 2026
Children Targeted (2026)	1,000 — Orphanage Outreach Tour
Orphanage Facilities	4 — Potters Village · Village of Hope · Christ Faith Foster Home · New Life Nungua
CATEGORY: GOVERNANCE	
Board Members	6 — Constitution adopted 5 March 2026
Volunteer Staff	10
Policy Document	18-Policy Master Policy Document
Constitution	17 Articles — Adopted 5 March 2026
Banking Mandate	Dual-signatory — ED + Treasurer on ALL transactions
Audit	Annual — ICAG-registered external auditor
CATEGORY: STRATEGIC	
7 Strategic Pillars	Mindset & Character · Educational Support · Vocational Training · Youth/Women/Children · Humanitarian Aid · Healthcare · Faith-Based
9 SDGs Aligned	SDG 1, 2, 3, 4, 5, 8, 9, 10, 16, 17
3 Cross-Cutting Directives	Poverty Reduction · Social Inclusion · Sustainable Livelihoods
Blueprint Period	2026–2030 — Ref: HEF-GH/BLU/2026/001